CASIO

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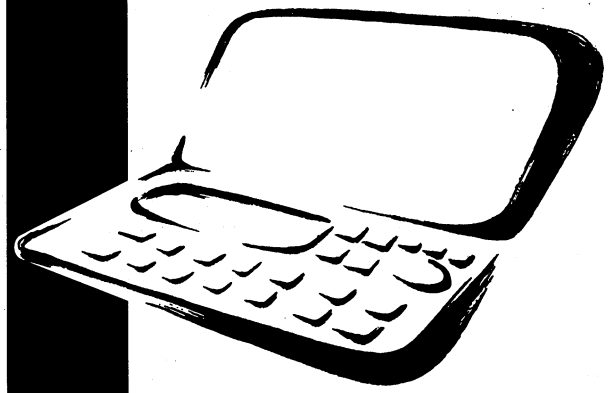
CASIO

SF-A7

Owner's Manual



GUIDELINES LAID DOWN BY FCC RULES FOR USE OF THIS UNIT IN THE U.S.A. (not applicable to other areas).

NOTICE

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Caution : Changes or modification to the product not expressly approved by CASIO could void the user's authority to operate the product.

- CASIO COMPUTER CO., LTD. assumes no responsibility for any damage or loss resulting from the use of this manual.
- CASIO COMPUTER CO., LTD. assumes no responsibility for any loss or claims by third parties which may arise through the use of the SF-A7.
- CASIO COMPUTER CO., LTD. assumes no responsibility for any damage or loss caused by deletion of data as a result of malfunction, repairs, or battery replacement. Be sure to back up all important data on other media to protect against its loss.

FEATURES

- ***Built-in Timepiece***
  A built-in timepiece shows you the current date, time, and day of the week in your hometown (Home Time) and in any of 29 time zones around the world (World Time). You can also select between 12-hour and 24-hour timekeeping format, and between standard and daylight saving time.
- ***Telephone Directory***
  Store telephone directory data including names, telephone numbers, and fax numbers.
- ***Schedule Keeper***
  Keep track of appointments by storing appointment name, date, time, and description.
- ***Reminder***
  Never forget again with up to 20 annual, monthly, weekly, and daily reminders. Each reminder can be preset with an alarm.
- ***Memos***
  Store unformatted memos, each with up to 48 characters.
- ***Secret***
  Keep your data private with a password that keeps others out.
- ***Calculator***
  A 4-function basic calculator gives you an instant answer to arithmetic problems.

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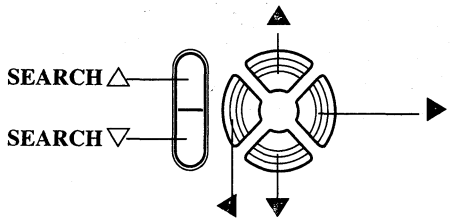
MANUAL CONVENTIONS

This manual uses the following conventions when mentioning key operations and functions within text.

- Keys are indicated using upper-case bold characters **LIKE THESE**.
- When a key has more than one function, only the function being described at that time will be noted. With the **ON/MENU** key, for example, **ON** will be used to indicate switching the unit on, while **MENU** will be used to indicate the menu display operation.
- Text that appears on the display of the unit is represented in this manual using a font that is different from the explanatory text. The display text "NAME?" for example represented as: **NAME?**.
- To make the explanations in this manual as easy to understand as possible, we will refer to specific cursor keys and **SEARCH** keys as noted in the illustration below.



BEFORE USING YOUR SF-A7

Be sure to read this section first! It contains important information on precautions, power supply, and symptoms of low battery condition.

Read this first!

You must be familiar with the following information in order to use the unit correctly. It tells you what to do in order to avoid losing important data stored in memory. Please be sure to read the following before using the unit!

Make backup copies of important data!

Your Unit employs electronic memory, which makes it possible to store large volumes of data and to recall stored data quickly and easily. Data is retained as long as power is supplied by the batteries. This means that should batteries go dead, or if you make a mistake while replacing batteries, the data stored in memory may be damaged or lost entirely. Data contents can also be damaged or lost due to strong electrostatic charge, strong impact, or extremes in temperature and humidity.

All of this means that you should make back up copies of important data in a notebook in case any of the above conditions occur.

General precautions

- Never try to take the unit apart.
- Avoid strong impact and sudden temperature changes.
- At very low temperatures, the display response time may slow down or the display may fail completely. This is temporary and correct operation should return at normal temperature.
- To avoid serious damage to the unit caused by leaking batteries, replace batteries once every two years, regardless of how much you use the unit during that time.
- Never use thinner, benzine or other volatile agents to clean the exterior of the unit. Instead, wipe it off with a soft cloth dampened in a solution of water and a mild, neutral detergent. Wring the cloth out until it is almost dry.
- If the unit is exposed to strong static electrical charges, the display may dim or the unit may lock up. To correct this situation, switch power off, and then remove and then replace the batteries.
- Do not press the keys with a pen, pencil or other sharp object.
- The unit may cause interference with radio or television reception. Keep it away from such appliances when you are using it.

About the power supply

The unit is powered by two CR2032 lithium batteries.

Battery Precautions

Incorrectly using batteries can cause them to burst or leak, possibly damaging the interior of the unit. Note the following precautions.

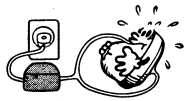
- Be sure that the positive (+) side of each battery is facing up (so you can see it).

- Never mix batteries of different types.

- Never mix old batteries and new ones.

- Never leave dead batteries in the battery compartment.
- Remove the batteries if you do not plan to use the unit for a long period.
- Replace batteries at least once every two years, no matter how much you use the unit during that period.

- Never try to recharge the batteries supplied with the unit.



- Do not expose batteries to direct heat, let them become shorted, or try to take them apart.

Keep batteries out of the reach of small children. If swallowed, consult with a physician immediately.

Symptoms of low battery condition

Replace batteries as soon as possible whenever you notice either of the following:

- A low battery warning message appears when you switch power on.
- No display when you switch power on*.
- Dimming or failure of the display during operation.

*Very cold temperatures (below 5 °C) may affect the lithium batteries and cause the unit to fail to switch on. In this case, correct operation should resume once the unit returns to normal temperature.

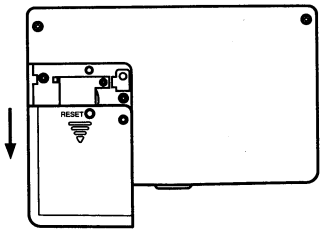
Caution

- All data stored in memory is lost if you remove both batteries at the same time.
- The batteries that come installed in the unit when you purchase it are for factory test purposes, so they will probably not provide normal service life.

- Be sure that you keep a separate copy of all important data that you store in the unit.

To replace the batteries

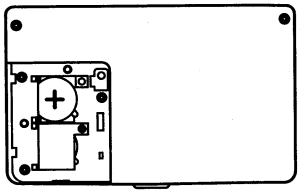
1. Loosen the screw on the back of the unit that holds the battery compartment cover in place, and remove the cover by sliding it to the direction indicated by the arrow.
2. Loosen the screw that secures one of the two battery holders in place and remove the battery holder.



Caution

Be sure to remove only one battery at a time. Otherwise, you will lose all data stored in memory.

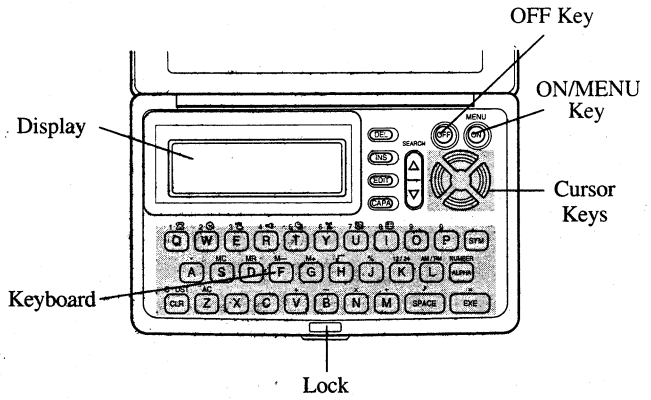
3. Replace the old battery with a new one, making sure that the positive (+) side of the new battery is facing up (so you can see it).
4. Replace the battery holder and secure it by tightening its screw.
   - Be careful that you do not over tighten the screw.



5. Repeat steps 2 through 4 for the other battery.
   - Be sure to replace both batteries. Never mix old batteries with new ones, and be sure to use CR2032 lithium batteries only.
6. After you replace all two batteries, replace the battery compartment cover and secure it by tightening its screw.
   - Be careful that you do not over tighten the screw.

General Guide

The following illustration shows the names of the main controls of the SF-A7.

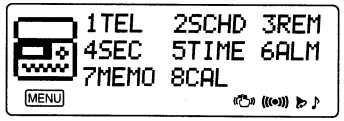


To switch power on and off

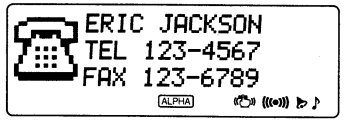
Press **ON** to switch on the unit. Press **OFF** to switch it off. If you do not perform any key operation for about 6 minutes, the unit automatically switches power off. To restore power, press **ON**.

To select a Mode

1. Press **MENU**.
   - This causes the mode menu to appear on the display.



2. Press a number key (**1** to **8**) to select the mode you want.



To adjust the display contrast

1. Press **MENU**.
2. Use **SEARCH** △ and **SEARCH** ▽ to adjust the contrast.

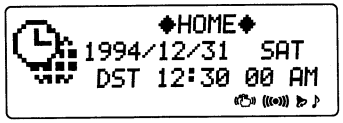
Using the built-in timepiece

A built-in timepiece shows you the current date, time, and day of the week in your hometown (Home Time) and in any of 29 time zones around the world (World Time). You can also select between 12-hour and 24-hour timekeeping format, and between standard and daylight saving time.

To display the Home Time and the World Time

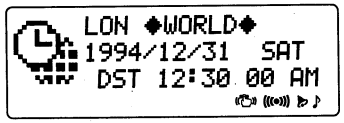
1. Press **MENU** and then **5** to display the Home Time.
2. Press **EXE** to switch the display between Home Time and World Time.

Home Time Display



↑
EXE
↓

World Time Display



City code table

The following table shows the name of the cities that correspond to the city codes used by the unit. It also shows the time difference between each zone and Greenwich Mean Time (GMT).

City Code	City Name	Time Difference	Other Cities in Zone
– 11	(GMT – 11)	– 11	Midway
HNL	Honolulu	– 10	
ANC	Anchorage	– 09	
LAX	Los Angeles	– 08	San Francisco, Seattle, Las Vegas
DEN	Denver	– 07	El Paso
CHI	Chicago	– 06	Dallas, Mexico City, Houston
NYC	New York	– 05	Washington D.C., Boston, Montreal
CCS	Caracas	– 04	Santiago
RIO	Rio de Janeiro	– 03	Sao Paulo, Buenos Aires
– 2H	(GMT – 2)	– 02	
– 1H	(GMT – 1)	– 01	Azores
LON	London	± 00	Greenwich Mean Time
PAR	Paris	+ 01	Rome, Madrid, Amsterdam, Berlin
CAI	Cairo	+ 02	Athens, Helsinki, Beirut
JRS	Jerusalem	+ 02	
JED	Jeddah	+ 03	Kuwait, Nairobi
THR	Tehran	+ 03:30	Abadan, Shiraz
DXB	Dubai	+ 04	Abu Dhabi
KBL	Kabul	+ 04:30	
KHI	Karachi	+ 05	
DEL	Delhi	+ 05:30	Bombay, Calcutta, Colombo
DAC	Dhaka	+ 06	
RGN	Yangon	+ 06:30	
BKK	Bangkok	+ 07	Jakarta, Hanoi
HKG	Hong Kong	+ 08	Beijing, Taipei, Singapore, Manila
TYO	Tokyo	+ 09	Seoul, Pyongyang
ADL	Adelaide	+ 09:30	Darwin
SYD	Sydney	+ 10	Guam
NOU	Noumea	+ 11	Port Vila
WLG	Wellington	+ 12	Auckland

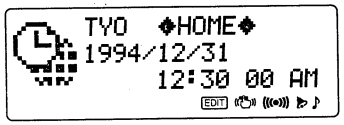
Setting your Home Time

Use the procedures presented below to set your Home Time City, as well as the current time and date.

Important!
Be sure to set your Home Time City first. Setting the date and time, and then setting the Home Time City causes the time and date to change. If you want to change your Home Time City and keep the same time and date, you must repeat everything in the following procedure from step 3 to the end.

To set your Home Time city, the current time, and the current date

1. Display the Home Time screen.
2. Hold down **EDIT** for about two seconds.
   - This causes the seconds digits on the display to flash, because they are selected.



3. Use **SEARCH** △ and **SEARCH** ▽ to scroll through the city codes on the display, until the code for the city you want to set as your Home Time City is shown.
   - See the City Code Table on page 15 for details on the city names that correspond to each city code.
4. Press ▶ to move the flashing cursor to the left digit of the date.

5. Input the current year, month, and date.
   - To set November 27, 1995 for example, you would input:
     1 9 9 5 1 1 2 7

   - The flashing cursor shifts to the right each time you input a number.
   - You do not need to enter slashes (/).
   - You can move the flashing cursor without inputting anything by pressing ◀ and ▶.
6. Input the hour and minutes.

   - Press **AM/PM** to specify AM or PM (12-hour format only).
7. Press **EXE** to store your changes in memory.

Notes
- Be sure to include leading zeros when necessary. This means that you should use **0 4 0 3** to specify April 3.

- Use the following if you want to specify noon or midnight.

	Noon	Midnight
12-hour format:	12 PM	12 AM
24-hour format:	12	00

To switch between 12-hour and 24-hour format

1. Display the Home Time screen.
2. Hold down **EDIT** until the seconds begin to flash.
3. Press **12/24** to switch between the 12-hour and 24-hour formats.
4. Press **EDIT** to complete the procedure.

To switch the Home Time between standard time and daylight saving time

1. Display the Home Time screen.
2. Hold down **EDIT** until the seconds begin to flash.
3. Press **DST** to switch between standard time and daylight saving time.
4. Press **EDIT** to complete the procedure.

To change the World Time settings

While the World Time is displayed, you can use the following two operations to change the settings of the World Time.

- Press **DST** to switch the displayed zone between standard time and daylight saving time.
- Use **SEARCH** △ and **SEARCH** ▽ to scroll through the city codes. See the City Code Table on page 15 for details on the city names that correspond to each city code.

Using the Alarm Mode

In addition to setting the Daily Alarm, you should use the Alarm Mode to switch Reminder Alarms (see "Reminder Mode" on page 34), the Hourly Time Signal, and key input tones on and off.

Daily Alarm

Once you set an alarm time, an alarm tone sounds for 20 seconds whenever the Home Time reaches the alarm time.

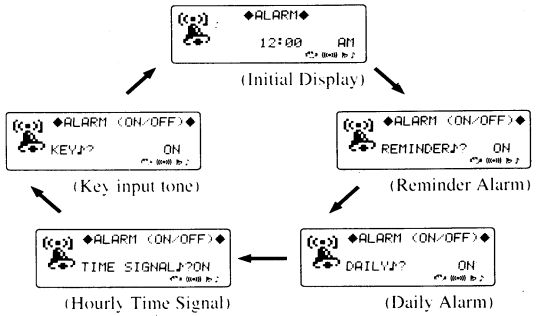
To set an alarm time

Follow the steps below to set an alarm time.

1. Press **MENU** and then **6** to enter the Alarm Mode.
2. Press **EDIT**.
   - This causes the left hour digit on the display to flash, because it is selected.
3. Input the alarm time you want to set.
   - To clear the alarm time display without changing anything, press **MENU**.
4. Press **EXE** to store your changes in memory.

To switch the Daily Alarm, Hourly Time Signal, key input tone and Reminder Alarm on and off

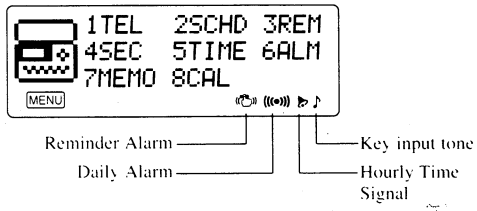
1. Press **MENU** and then **6** to enter the Alarm Mode.
2. Press ♪ key. Each time you do, the display changes in the sequence illustrated below.



3. While any of the above displays are shown, press **EXE** to switch the applicable tone or alarm on and off.

Note

- You can check the current on/off status of each alarm and tone by looking at the indicators that appear on the display.



To stop an Alarm

Whenever a Daily Alarm or Reminder Alarm is sounding, you can stop it by pressing any key.

To test the alarm tone

1. Press **MENU** and then **6** to enter the Alarm Mode.
2. Hold down ▲ or ▼ to sound the alarm tone.
   - Pressing ▲ sounds the Daily alarm, while pressing ▼ sounds the Reminder alarm.
3. Release the key to stop the alarm tone.

DATA STORAGE

You can store data in the Telephone Directory, Schedule Keeper, Reminder, and Memo Modes. Stored data can be recalled and edited as needed. You can even register a password to keep your data private.

Inputting Data

This section describes how to input text. The unit lets you input upper case alpha-characters, numbers, spaces, and 15 different symbols. Text can be input in the Telephone Directory, Schedule Keeper, Reminder, and Memo Modes.

About the cursor

The cursor is a small line on the display that appears at the bottom of the location where the character you type will be input. Use the ▲, ▼, ◀, and ▶ keys to move the cursor around the display.

To input alphanumeric characters

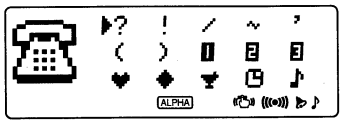
The unit has two input modes: an Alpha Mode for input of alpha-characters, and a Number Mode for input of numbers. Press **NUMBER/ALPHA** to switch between these two modes. When the unit is in the Alpha Mode, the **ALPHA** indicator is displayed. The **ALPHA** indicator disappears from the display when you enter the Number Mode.

- While the **ALPHA** indicator is on the display (Alpha Mode), the keys input the alpha-characters printed on the key tops.
- When the **ALPHA** indicator is not on the display (Number Mode), the top row of keys can be used to input numbers. In addition, **A** inputs a period and **B** inputs a hyphen in the Number Mode.

To input symbols

Use the following procedure to input any of the 15 symbols that are available.

1. Press **SYM**.
   - A menu of the symbols you can input appears on the display.



2. Move the ▶ pointer to the left of the symbol you want to input using the cursor keys.
3. Press **EXE** to input the symbol where the cursor is located.

To change, delete or insert characters during input

To change a character, simply move the cursor to the location of the character and input the character you want to change to.

To delete a character, move the cursor to the character you want to delete and press **DEL**.

To insert a character, move the cursor to the desired position. Press **INS** and type the character you want.

About date and time input

The following guidelines apply to inputting dates and times in the Schedule Keeper and Reminder Modes.

- Use 12-hour format if the Home Time is set for 12-hour format or 24-hour format if the Home Time is set for 24-hour format.
- If you're using 12-hour time format, press **AM/PM** to specify AM or PM.

- Be sure to include leading zeros when necessary. This means that you should use **0 4 0 3** to specify April 3.
- If you input illegal date or time data (like 13 for the month, 25 for the hour, etc.), the cursor automatically moves to the illegal entry when you press **EXE** to store the data. When this happens, change the entry and try storing it again.

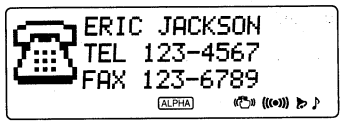
Telephone Directory

The Telephone Directory lets you store telephone directory data including names, telephone numbers, and fax numbers. Input data is automatically sorted in alphabetical order using the names. You can also protect confidential data using the Secret Function described on page 44.

About the Telephone Directory display

The Telephone Directory display has three lines. The top line is for the name entry. You can input up to 16 alpha-characters, numbers, or symbols in this line.

The second line of the display is for a telephone number, and the third line is for a fax number. You can input up to 12 digits (numbers, letters, or symbols) into each of these lines.



To input Telephone Directory data

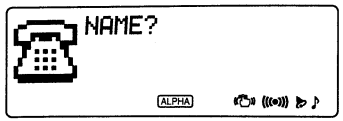
EXAMPLE: To input the following data.

Name: ERIC JACKSON

Phone: 123-4567

Fax: 123-6879

1. Press **MENU** and then **1** to enter the Telephone Directory Mode.
   - The **NAME?** prompt appears to ask for input of the name.



2. Input the name.
   - You should input the last name first, since the data is sorted according to the name.
3. Press **EXE**.
   - The **NUMBER?** prompt appears in line 1, and the cursor moves to line 2 for input of the telephone number. At this time, the unit automatically changes to the Number Input Mode.

4. Input the telephone number.
5. Press **EXE**.
   - The **FAX?** prompt appears in line 1, and the cursor moves to line 3 for input of the fax number.
6. Input the fax number.
7. Press **EXE**.
   - The data is stored and the prompt **NAME?** appears again asking for input of the next name.

Notes

- Before storing the data (in step 7), you can use ▲ and ▼ to move the cursor around the display and make any changes you want.

- The unit automatically enters the Number Mode whenever the cursor moves to the telephone number or fax number line. You can use **NUMBER/ALPHA** to switch to the Alpha Mode for input of alpha-characters.
- Note that you can change the "TEL" and "FAX" item names on the display using the editing procedures described under "Editing an Item" on page 47. You can change "FAX" to "E-MAIL" for example to identify the type of data stored there.

Recalling Telephone Directory data

There are two methods you can use to recall Telephone Directory data. With sequential search, you can scroll through data in alphabetical sequence. With initial character search, you input the characters that come at the beginning of the name whose data you want to recall and the unit finds the data for you.

To recall data with sequential search

1. Enter the Telephone Directory Mode.
2. Press **SEARCH** ▽ or **SEARCH** △.
   - Pressing **SEARCH** ▽ scrolls forward through the items, while **SEARCH** △ scrolls back.

To recall data using initial character search

1. Enter the Telephone Directory Mode.
2. Enter the first few letters of the name for the item you want.
   - You can input up to 16 characters for initial character search.
3. Press **SEARCH** △ or **SEARCH** ▽ to start the search.

- If more than one item matches, **SEARCH** ▽ recalls the first item, while **SEARCH** △ recalls the last item.

Notes

- The message **NOT FOUND!** appears when no data matches your specification.
- The message **NO RECORD!** appears when there is no data stored in memory.

How the unit sorts Telephone Directory data

The unit automatically sorts data according to the text in the first line. The following sequence is used.

1. Space
2. Punctuation and symbols
3. Numbers
4. Alphabetical characters

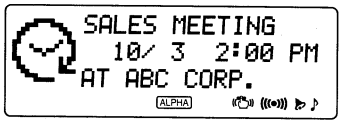
Schedule Keeper

The Schedule Keeper stores items made up of an appointment name (up to 16 characters), date, time and description (up to 16 characters). Data is automatically sorted according to the dates, and you can protect private data by storing it in a secret memory area (page 44).

About the Schedule Keeper display

The Schedule Keeper display has three lines. The top line is for the appointment name entry. You can input up to 16 alpha-characters, numbers, or symbols in this line.

The second line of the display is for the date and time of the appointment, and the third line is for an optional description of the appointment. You can input up to 16 characters for the description.



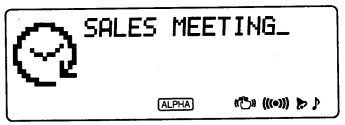
To input Schedule Keeper data

Example: To create a Schedule Keeper item for a sales meeting at ABC Corp. scheduled for October 3 from 2:00PM.

1. Press **MENU** and then **2** to enter the Schedule Keeper Mode.
   - The **SCHEDULE?** prompt appears on the display.

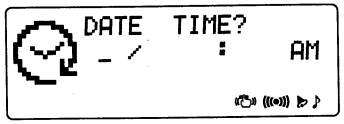
- If there is an appointment scheduled for the current date (the date shown in the Home Time Display), the data for that appointment is shown on the display when you enter the Schedule Keeper. In this case, press **CLEAR** to display the **SCHEDULE?** prompt.

2. Input the name of the appointment ("**SALES MEETING**").

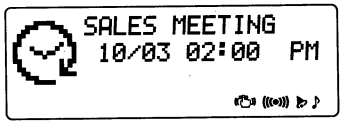


3. Press **EXE**.

- The **DATE TIME?** prompt appears in line 1, and the cursor moves to line 2 for input of the date and time of the appointment.



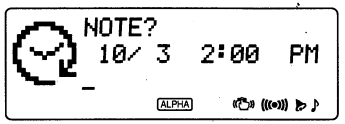
4. Input the date and time (**1 0 0 3 0 2 0 0 AM/PM**).



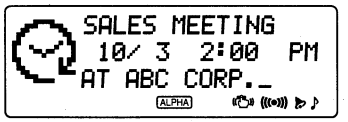
- You should use the same format (12-hour or 24-hour) that you set for the Home Time. With the 12-hour format, you have to press the **AM/PM** key to switch between AM and PM.

5. Press **EXE**.

- The **NOTE?** prompt appears in line 1, and the cursor moves to line 3 for input of the description.



6. Input the description of the appointment ("**AT ABC CORP.**").



7. Press **EXE**.

- The data is stored and the prompt **SCHEDULE?** appears again asking for input of the next appointment name.

Note

- Before storing the data (in step 7), you can used ▲ and ▼ to move the cursor around the display and make any changes you want.

Recalling Schedule Keeper data

There are three methods you can use to recall Schedule Keeper data. With sequential search, you can scroll through data in date and time sequence. With initial character search, you input the characters that come at the beginning of the schedule name whose data you want to recall and the unit finds the data for you. With date search, you specify the date you want and the unit finds the data.

To recall data with sequential search

1. Enter the Schedule Keeper Mode.
2. Press **SEARCH** △ or **SEARCH** ▽.
   - Pressing **SEARCH** ▽ scrolls forward through the items, while **SEARCH** △ scrolls back.

To recall data using initial character search

1. Enter the Schedule Keeper Mode.
2. Enter the first few letters of the appointment name for the item you want.
   - You can input up to 16 characters for initial character search.
3. Press **SEARCH** △ or **SEARCH** ▽ to start the search.
   - This operation recalls all items whose appointment names start with the letters you specify.
   - If more than one item matches, **SEARCH** ▽ recalls the first item, while **SEARCH** △ recalls the last item. You can then scroll through the matching items by pressing **SEARCH** ▽ and **SEARCH** △.
   - To clear the **SEARCH** indicator (and cancel the search), press **CLEAR**.
   - Remember that the unit searches the appointment names only for matches. It does not search the appointment description text.

To recall data using date search

1. Enter the Schedule Keeper Mode.
2. Press **CLEAR**.
   - The prompt **SEARCH DATE?** appears in line 1, asking for the date you want to search for.

   - The current date appears in line 2, with the cursor located under the month digit(s).

3. Enter the month and date for the item you want.
   - If you want to search for a month only (without specifying a date), input the month only and proceed with step 4.
   - You cannot search for a date only (without specifying a month).
4. Press **SEARCH** △ or **SEARCH** ▽ to start the search.
   - If there is more than one item for the date, **SEARCH** ▽ recalls the first item, while **SEARCH** △ recalls the last item.
   - You can then scroll through the matching items by pressing **SEARCH** △ and **SEARCH** ▽ (sequential search).

Notes

- The message **NOT FOUND!** appears when no data matches your specification.
- The message **NO RECORD!** appears when there is no data stored in memory.

Reminder Mode

The unit provides a total of four Reminder types that you can use to set up annual, monthly, weekly, and daily reminders. Alarms help to make sure you never forget an important event. You can also store confidential data in a secret memory area (page 44).

IMPORTANT!
Use the procedure described on page 20 to switch the Reminder Alarm on and off. Note that Reminder Alarms can be either all on or all off. You cannot switch them on and off individually.

About the Reminder display

The Reminder display has three lines. The top line shows the Reminder type being used (ANNIVERSARY, MONTHLY, WEEKLY, DAILY).

The second line of the display is for the description of the reminder. You can input up to 16 alpha-characters, numbers, or symbols in this line.

The third line is for the date information required for the reminder, as well as the time of the Reminder Alarm.

About Reminder types

There are four Reminder types: Anniversary, Monthly, Weekly, and Daily. You can store a total of 20 reminders. Reminder data is automatically stored according to the dates and times (day of the week for Weekly data).

To select a Reminder type

1. Press **MENU** and then **3** to enter the Reminder Mode.
   - Anniversary is always selected when you first enter the Reminder Mode.
2. Use ▼ and ▲ to select the Reminder type you want.
   - Each press of ▼ changes the Reminder type in the following sequence:

ANNIVERSARY → MONTHLY → WEEKLY → DAILY

   - ▲ changes the Reminder type in reverse of the above.

To input Anniversary Reminder data

Example: To create a reminder for a birthday on April 15. Set the alarm to sound at 10:00 in the morning on that date.

1. Enter the Reminder Mode and select the Anniversary Reminder type.

2. Input the description of the reminder ("**BIRTHDAY**").

3. Press **EXE**.
   - The **MONTH DAY?** prompt appears in line 2, and the cursor moves to line 3 for input of the month and day of the reminder.

4. Input the month and day (**0 4 1 5**), and then press **EXE**.
   - The **ALARM TIME?** prompt appears in line 2, and the cursor moves to the right for input of the alarm time.

5. Input the alarm time (**1 0 0 0**) for the reminder, and then press **EXE**.
   - The data is stored and the prompt **ANNIVERSARY?** appears again asking for input of the next Anniversary Reminder.

Note
- If you want to store the Reminder without an alarm time, press **EXE** in step 5 without inputting a time.

To input Monthly Reminder data

This procedure is basically the same as that for Anniversary Reminder data, except for the following points.
- Select the Monthly Reminder type instead of the Anniversary Reminder type.

- Instead of inputting the month and day in step 4, input the day only.

To input Weekly Reminder data

Example: To create a reminder for a baseball game every Saturday. Set the alarm to sound at 9:00 every Saturday morning.

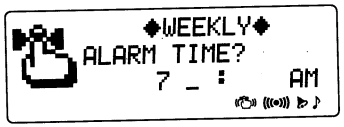
1. Enter the Reminder Mode and select the Weekly Reminder type.

2. Input the description of the reminder ("**BASEBALL**").

3. Press **EXE**.
   - The **WEEK?** prompt appears in line 2, and the cursor moves to line 3 for input of the day of the week.

4. Input the day of the week, and then press **EXE**.
   - 1:SUN, 2:MON, 3:TUE, 4:WED, 5:THU, 6:FRI, 7:SAT

- After you press **EXE**, the **ALARM TIME?** prompt appears in line 2, and the cursor moves to the right for input of the alarm time.



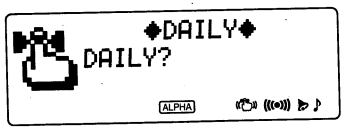
5. Input the alarm time (**0 9 0 0**) for the reminder, and then press **EXE**.
   - The data is stored and the prompt **WEEKLY?** appears again asking for input of the next Weekly Reminder.

Note
- If you want to store the Reminder without an alarm time, press **EXE** in step 5 without inputting a time.

To input Daily Reminder data

Example: To create a reminder for a daily meeting. Set the alarm to sound at 10:00 in the morning each day.

1. Enter the Reminder Mode and select the Daily Reminder type.



2. Input the description of the reminder ("**MEETING**").

3. Press **EXE**.
   - The **ALARM TIME?** prompt appears in line 2, and the cursor moves to line 3 for input of the alarm time.

4. Input the alarm time (**1 0 0 0**) for the reminder, and then press **EXE**.
   - The data is stored and the prompt **DAILY?** appears again asking for input of the next Daily Reminder.

Note
- If you want to store the Reminder without an alarm time, press **EXE** in step 4 without inputting a time.

Recalling Reminder data

There are three methods you can use to recall Reminder data. With sequential search, you can scroll through data in date sequence. With initial character search, you input the characters that come at the beginning of the description of the Reminder you want to recall and the unit finds the data for you. With calendar search, you specify the date (Anniversary), day (Monthly), or weekday (Weekly) you want and the unit finds the data.

To recall data with sequential search

1. Enter the Reminder mode and specify the Reminder type whose data you want to search through.
2. Press **SEARCH** △ or **SEARCH** ▽.
   - Pressing **SEARCH** ▽ scrolls forward through the items, while **SEARCH** △ scrolls back.

To recall data using initial character search

1. Enter the Reminder mode and specify the Reminder type whose data you want to search through.
2. Enter the first few letters of the Reminder description name for the item you want.
   - You can input up to 16 characters for initial character search.
3. Press **SEARCH** △ or **SEARCH** ▽ to start the search.
   - This operation recalls all items whose descriptions start with the letters you specify.
   - If more than one item matches, **SEARCH** ▽ recalls the first item, while **SEARCH** △ recalls the last item. You can then scroll through the matching items by pressing **SEARCH** ▽ and **SEARCH** △.
   - To clear the `SEARCH` indicator (and cancel the search), press **CLEAR**.

To recall data using calendar search

Important!

- Note that you can specify a date (month and day) for an Anniversary Reminder, a day for a Monthly Reminder, and a day of the week for a Weekly Reminder.
- You cannot use calendar search for Daily Reminders.

1. Enter the Reminder mode and specify the Reminder type whose data you want to search through.
2. Press **CLEAR**.
   - The prompt that appears in line 2 depends on the Reminder type you selected.

   Anniversary: `SEARCH DATE?`

   Monthly: `SEARCH DAY?`

   Weekly: `SEARCH WEEK?`

3. Enter the date required for the Reminder type whose data you are searching.

   Anniversary: Input the month and day.

   Monthly: Input the day.

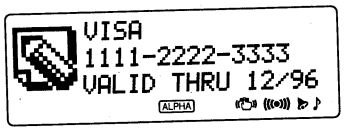
   Weekly: Input the day of the week (1:SUN, 2:MON, 3:TUE, 4:WED, 5:THU, 6:FRI, 7:SAT)
4. Press **SEARCH** △ or **SEARCH** ▽ to start the search.
   - This operation recalls all items according to the data you specify.
   - If there is more than one item that matches your data, **SEARCH** ▽ recalls the first item, while **SEARCH** △ recalls the last item.
   - You can then scroll through the matching items by pressing **SEARCH** △ and **SEARCH** ▽ (sequential search).

Notes

- The message `NOT FOUND!` appears when no data matches your specification.
- The message `NO RECORD!` appears when there is no data stored in memory.
- If you input illegal date data (like 13 for the month or 35 for the day), the cursor automatically moves to the illegal entry when you press **SEARCH** △ or **SEARCH** ▽ to start the search operation. When this happens, change the entry and try searching for it again.

Memo

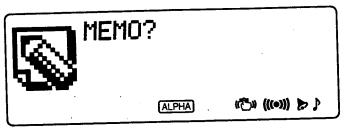
The Memo lets you store unformatted notes and memos. You can input up to 48 characters (3 lines of 16 characters each) for each memo. Characters can include alpha-characters, numbers, and symbols.



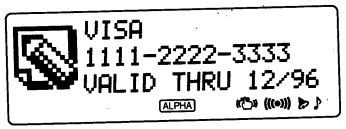
To input Memo data

Example: To create a memo item about a Visa credit card, number 1111-2222-3333, valid through December 1996.

1. Press **MENU** and then **7** to enter the Memo Mode.
   - The **MEMO?** prompt appears on the display.



2. Input the data for the memo.
   - **VISA ▼ 1111-2222-3333 ▼ VALID THRU 12/96**



   - Use ▲ and ▼ to move between lines on the display.
   - Use **NUMBER/ALPHA** to switch between alpha-character and number input (page 22).
3. Press **EXE**.
   - The data is stored and the prompt **MEMO?** appears again asking for input of the next Memo.

Notes

- If you input more than 16 characters in line 1 or line 2, the cursor automatically moves down to the next line after the 16th character.
- Pressing **CLEAR** during input clears all of the characters in the current line, and moves the cursor to the position on the far left.

To recall Memo data

You can recall Memo data using sequential search only.

To recall Memo data

1. Enter the Memo Mode.
2. Press **SEARCH** △ or **SEARCH** ▽.
   - Pressing **SEARCH** ▽ scrolls forward through the items, while **SEARCH** △ scrolls back.

Note

- The message **NO RECORD!** appears when there is no data stored in memory.

Using the Secret Memory Area

You can register a password and create a secret memory area for storage of Telephone Directory, Schedule Keeper, Reminder, and Memo data. Only one password can be registered at one time, and it is used to access all modes.

After you register a password, memory is divided into two areas. The open memory area contains data that anyone can view, without inputting a password. Data stored in the secret memory area can be viewed only after inputting a password.

You can store, recall, and edit data in the secret memory area using the same procedures you use in the open memory area.

Important!
Once you register a password, there is no way delete it without performing the reset operation described on page 53. If you forget your password, you will not be able to recall data stored in the secret memory area, and you also will not be able to use the Secret Function unless you perform the reset operation. Be sure that you do not forget password!

To register a new password

1. Press **MENU** to display the main menu.
2. Press **4** to specify the secret memory area.

3. Enter the word you want to use as your secret password.

- You can use up to 12 alpha-characters, numbers, and symbols in a password.

4. Press **EXE** to register the password.
- The unit returns to the main menu after the password is registered. Note, however, the addition of a 🔑 indicator on the display. This indicates you are now in the secret memory area.

- To exit the secret memory area, display the Main Menu and press **4**.

To enter the secret memory area

This procedure should be used to enter the secret memory area that was previously created by registering a password.

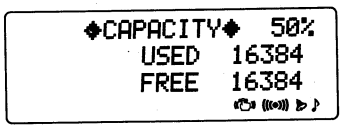
1. Press **MENU** to display the main menu.
2. Press **4**.
3. Enter your password.
4. Press **EXE** to enter the secret memory area.
- If you enter a wrong password, the unit will wait for you to try again.
- To exit the secret memory area, press **4** while the main menu screen is displayed.

To change the password

1. Enter the secret memory area.
2. PRESS **MENU**.
3. Press **EDIT**.
   - The current password appears with the cursor located under the first letter.
4. Input the new password.
5. Press **EXE** to register the new password.

Checking the memory status

While in the Telephone Directory, Schedule Keeper, Reminder, or Memo mode, hold down the **CAPA** key. Doing so displays a screen that shows the amount of memory used and the remaining memory.



MEMORY FULL! message

The MEMORY FULL message appears whenever you press the **EXE** key in the Telephone Directory, Schedule Keeper, Reminder, or Memo mode to store data that causes memory capacity to be exceeded. Take the following steps when this happens.

- Reduce the number of characters of the data you are inputting and try pressing **EXE** again.
- When you cannot save the data even if you reduce the number of characters you are inputting, you have to delete some existing data before you can store new data. Return to the main menu, enter the mode where you can delete some data, and delete anything you no longer need. You should then be able to store new data.

Editing an Item

Use the following procedure to edit data in the Telephone Directory, Schedule Keeper, Reminder, or Memo Mode.

1. Enter the mode that contains the item you want to edit.
2. Recall the item you want to edit.
3. Press **EDIT**.
   - The cursor appears under the first character of the item.
4. Use ◀, ▶, ▲, and ▼ to move the cursor to the characters you want to change, and input the new characters.
5. Press **EXE** to store your changes.

Deleting an Item

Use the following procedure to delete items in the Telephone Directory, Schedule Keeper, Reminder, or Memo Mode.

1. Enter the mode that contains the item you want to delete.
2. Recall the item you want to delete.
3. Press **EDIT**.
4. Press **CLEAR**.
5. Use ◀ and ▶ to move the pointer to "Y".
   - The next step deletes the item, and cannot be undone. If you want to abort the delete operation without deleting anything, use ◀ and ▶ to move the pointer to "N" and then press **EXE**.
6. Press **EXE** to delete the item.

CALCULATOR FUNCTION

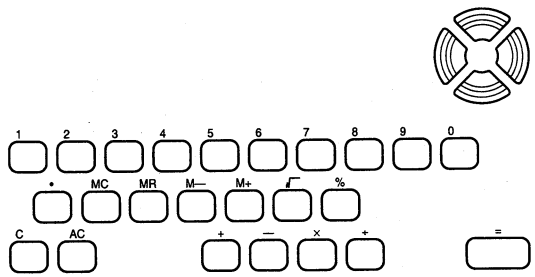
Whenever you enter the Calculator Mode, some of the keys on the SF-A7 keyboard take on calculator functions.

To enter the Calculator Mode

Press **MENU** and then **8** to enter the Calculator Mode.

About the Calculator Mode keys...

The following illustration shows the unit keys that are used in the Calculator Mode.



- **AC** — clears the calculator completely (except the calculator memory).
- Use **C** to clear a value if you have not yet entered the operator following that value.
- **CLEAR** — clears the calculator.
- Use the number keys (**0** through **9**) to enter values. Press • to enter a decimal point.
- Use **MC**, **MR**, **M–**, and **M+** for calculator memory operations.

MC — clears the calculator memory.

MR — recalls the current calculator memory contents.

M– — subtracts the currently displayed value from the current memory contents. You can also press **M–** to execute a calculation, with the result being subtracted from the memory contents.

M+ — adds the currently displayed value to the current memory contents. You can also press **M+** to execute a calculation, with the result being added to the memory contents.

- Use **+**, **–**, **×** and **÷** to specify the arithmetic operation that is marked above each key.
- **=** — executes a calculation and displays its result.
- Use **%** for percentage calculations.
- Use **√** for square root calculations.

To perform calculations

	AC		0.
53 + 123 – 63 =	53 + 123 – 63 =		113.
963 × (23 – 56) =	23 – 56 × 963 =		– 31779.
(56 × 3 – 89) ÷ 5.2 + 63 =	56 × 3 – 89 ÷ 5.2 + 63 =		78.19230769
123456 × 741852 =	123456 × 741852 =	E	9.158608051
	C		9.158608051
√3 × 5 =	3 √ × 5 =		8.660254035
12 + 23 =	23 + + 12 =	K+	35.
45 + 23 =	45 =	K+	68.
78 + 23 =	78 =	K+	101.
7 – 5.6 =	5.6 – – 7 =	K–	1.4
2 – 5.6 =	2 =	K–	– 3.6
2.3 × 12 =	12 × × 2.3 =	K×	27.6
4.5 × 12 =	4.5 =	K×	54.
45 ÷ 9.6 =	9.6 ÷ ÷ 45 =	K÷	4.6875
78 ÷ 9.6 =	78 =	K÷	8.125
12% of 1500	1500 × 12 %		180.
Percentage of 660 against 880	660 ÷ 880 %		75.
15% add-on of 2500	2500 × 15 % +		2875.
25% discount of 3500	3500 × 25 % –		2625.
What will the selling price and profit be when the purchasing price of an item is $480 and the profit rate to the selling price is 25%?	480 + 25 %		640.
	–		160.
If you made $80 last week and $100 this week, what is the percent increase?	100 – 80 %		25.
80 × 9 = 720	MC 80 × 9 M+	M	720.
–) 50 × 6 = 300	50 × 6 M–	M	300.
20 × 3 = 60	20 × 3 M+	M	60.
480	MR	M	480.

To perform constant calculations

[÷ −] [× +]	1. Enter the Calculator Mode.
3 + + 2	2. Enter the calculation, pressing the arithmetic operator key twice. This causes the "K" indicator to appear on the display to indicate a constant calculation.
	• You can use this constant calculation technique for addition, subtraction, multiplication, and division.
=	3. Press = to display the initial result (in this case, 5).
=	4. Press = again to add 3 to the result (in this case, 5 + 3 = 8)
	• You can repeat the above operation as many times as you like. Each time you press =, the previous result obtained is added to, subtracted from, multiplied by, or divided by the value to the left of the arithmetic operator.
	• To clear a constant calculation, press **AC**.

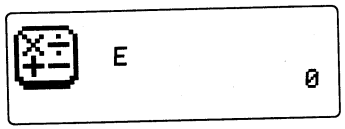
To correct errors in calculations

If you enter a wrong value, press **C** and then enter the correct value.

If you press the wrong arithmetic operator key (+, –, ×, ÷), simply press the correct key before entering anything else.

About calculation errors...

Whenever an error occurs, the indicator "**E**" appears on the display.



The following conditions all result in errors.

- When the number of digits in the mantissa of an intermediate or a final result exceeds 10 digits.
- When the number of digits in the mantissa of a value stored in memory exceeds 10 digits. In this case, the SF-A7 automatically retains the last value stored that did not exceed 10 digits.
- Division by zero.

To clear errors

Press **C** to continue with the same calculation. If you want to clear the calculation and start again, press **AC**.

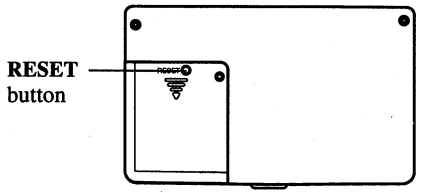
RESETTING THE SF-A7

Warning!

The following procedure erases all data stored in the memory of the unit. Perform the following operation only when you want to delete all data and initialize the settings of the unit.

Remember – you should always keep copies of important data by writing it down.

To reset the unit's memory



1. Switch on power and press the **RESET** button with a thin, pointed object.

Warning!

The next step deletes all data stored in the unit's memory. Make sure that you really want to delete the data before you continue!

2. Press **EXE** to reset the memory and delete all data or any other key to abort the reset operation without deleting anything.

Following the reset operation described above, the Home Time display appears and the unit settings are initialized as noted below.

Home Time:	12-hour format
	JAN/1/1995
	AM/12:00 00
Zone:	Tokyo (TYO)
World Time:	London (LON)
Daily Alarm:	12:00 AM
Sound:	Reminder alarm → OFF
	Daily alarm → OFF
	Key input tone → OFF
	Hourly time signal → OFF

SPECIFICATIONS

Model:SF-A7

Main Modes:

Telephone Directory, Memo, Schedule, Reminder, Home Time, World Time and Calculator.

Data storage:

Storage and recall of telephone, memo, schedule, reminder data; secret area; editing; memory status display.

Clock:

Worldtime; reminder alarm; daily alarm; hourly time signal; accuracy under normal temperatures: ±3 seconds average

Calculation:

10-digit arithmetic calculations; arithemetic constants (+, −, ×, ÷); independent memory; percentages; square roots; 20-digit approximations; other mixed calculations

General:

Display element: 16-column x 3-line LCD

Memory capacity: 32KB (32768 bytes)

Main component: LSI

Power supply: 2 lithium batteries (CR2032)

Power consumption: 0.02W

Battery life: Approximately 1 year (1 hour use per day); approximately 1,800 hours repeating one minute of input and 10 minutes of display in Telephone Directory

Auto power off: Approximately 6 minutes after last key operation

Operating temperature: 0°C ~ 40°C (32°F ~ 104°F)

Dimensions:

Unfolded: 9.3H x 130W x 159.7D mm
($^3/_8$"H x 5 $^1/_8$"W x 6 $^1/_4$"D)

Folded: 12.4H x 130W x 82D mm
($^1/_2$"H x 5 $^1/_8$"W x 3 $^1/_4$"D)

Weight: 95.6 g (3.4 oz)

IMPORTANT!

Please keep your manual and all information handy for future reference.

¡IMPORTANTE!

Guarde su manual y toda información útil para futuras referencias.

WICHTIG!

Bitte bewahren Sie Ihre Anleitung und alle Informationen griffbereit für spätere Nachschlagzwecke auf.

IMPORTANT!

Veuillez conserver votre manuel et toute information pour une référence future.

IMPORTANTE!

Tenere il manuale e tutto il materiale informativo a portata di mano per riferimenti futuri.

IMPORTANTE!

Por favor guarde este manual e todas as informações à mão para futuras referências.

BELANGRIJK!

Houd a.u.b. de gebruiksaanwijzing en alle informatie bij de hand voor eventueel latere naslag.

VIKTIGT!

Förvara din bruksanvisning och all övrig information nära till hands för framtida referens.

VIKTIG!

Vennligst ha bruksanvisningen og all medfølgende informasjon lett tilgjengelig for fremtidig bruk.

TÄRKEÄÄ!

Ole hyvä ja pidä käsikirja ja kaikki muut tiedot käsillä tulevaa tarvetta varten.

VIGTIGT!

Hav denne brugsanvisning og alle anvisninger i beredskab til fremtidig konsultation.

CE

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